EXHIBITOR
CONFIRMATION
Wednesday, May 1
10 a.m.-2 p.m.
Twin Lakes Recreation Center



Presented by:





On behalf of the City of Bloomington Parks and Recreation, we're pleased to confirm your participation in the 2013 Senior Expo – "Call of the Wild." The event takes place at the Twin Lakes Recreation Center, 1700 W. Bloomfield Rd., on Wednesday, May 1 from 10 a.m.–2 p.m. and the Health Fair is open from 10 a.m. to 1:30 p.m.

<u>Unloading/Parking:</u>

The parking lot on the east side of the building provides easy access to the exhibitor drop off area. Upon arrival, you will be directed to the drop off area, where Expo staff will help you unload your display materials and deliver them to your exhibit table. To streamline the unloading process, please have your display items in boxes for easy transport. You and additional staff from your organization should plan to park in the lower lot at Twin Lakes Sports Park (by softball fields) and take the Expo parking shuttle (beginning at 7 a.m.) up to the TLRC. Thank you in advance for saving the upper parking lots for our Senior Expo visitors.

Check-in/Set-up:

Please check in upon arrival to Senior Expo to receive your booth assignment and other important exhibitor information. Plan to set up your exhibit on May 1 between 6 a.m. and 9 a.m. All exhibits must be completely set up by 9:00 a.m.

Booth Theme:

We encourage you to creatively incorporate the "Call of the Wild" theme in your exhibit space. Expo visitors greatly enjoy the atmosphere of the event when everyone joins in! To get your creativity started, think safari, animal prints, mosquito netting, bamboo, binoculars, and orange, red, green and khaki color pallet.

Follow-up Questions:

If you need additional information regarding exhibitor space, setup, regulations, or directions to the Twin Lakes Recreation Center, please contact Bill Ream at 812-349-3748 or via e-mail at reamw@bloomington.in.gov.

We look forward to seeing you at the Expo!

Sincerely

Bill Ream

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Community Events Coordinator Bloomington Parks and Recreation